



RAPHAEL

CONTRACTING LTD

TRAINING AND DEVELOPMENT PLAN

SHORT TRAINING SESSION ATTENDANCE SHEET

Title: SAVING PAPER	Date: 04.07.19
Location: Wembley W03	Start Time: 9:30
Duration (Minutes) 30min	End Time: 10:00
Presenters name: A. Kulsinkas	Presenters Signature:

	Candidate's Name	Name of Employer	Candidate's Signature
1	Ivan Hayousky	RCL	I confirm that I have understood the Tool Box Talk
2	Mateusz Kowalski	RCL	I confirm that I have understood the Tool Box Talk
3	Karol Kowalski	RCC	I confirm that I have understood the Tool Box Talk
4	D. PASCIONE	RCL	I confirm that I have understood the Tool Box Talk
5	BERNARDO	RCL	I confirm that I have understood the Tool Box Talk
6			I confirm that I have understood the Tool Box Talk
7			I confirm that I have understood the Tool Box Talk
8			I confirm that I have understood the Tool Box Talk
9			I confirm that I have understood the Tool Box Talk
10			I confirm that I have understood the Tool Box Talk
11			I confirm that I have understood the Tool Box Talk
12			I confirm that I have understood the Tool Box Talk
13			I confirm that I have understood the Tool Box Talk
14			I confirm that I have understood the Tool Box Talk
15			I confirm that I have understood the Tool Box Talk

Grant Claim Information

Note: Claims can only be made for your employees or labour-only sub-contractors

No. Attended	Duration	Total Time	Employer Reference
5	30min	2.5 hours	2453745

DOCUMENT REFERENCE:	SIT-FM-007	VERSION NO:	1.1	CREATION DATE:	07/02/2013	Page 1 of 1
DOCUMENT OWNER:	DAS			LAST REVISION DATE:	01/03/2018	

Site Manager's Daily Safe Start

Contract:	Maggies	Site Manager:	J. Godman	Date (w/c):	01/07/19	Method statement (s) (Title, Rev No. & Rev date)	General Carpentry and Joinery Rev. A 22/03/19
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Location and description of works:

Site Manager's Daily Sign Off

	Date	Name	Signature	Hot Topics of the Day (the main points you discussed)
Monday	01-07-19	J. Godman		RENDIE PLV
Tuesday	02-07-19	J. Godman		RENDIE PLV + GARDEN HOUSE
Wednesday	03-07-19	J. Godman		RENDIE PLV + GARDEN HOUSE
Thursday	04-07-19	J. Godman		GARDEN HOUSE
Friday	05-07-19	J. Godman		GARDEN HOUSE + FLOORING
Saturday				
Sunday				

Operatives Daily Sign Off

[illegible]

Before starting work, STOP, THINK and CHECK		Yes	No	N/A
If the answer to any question below is NO, do not start work until the issues are resolved				
1. Method statements, risk assessments and permits				
Have you read and understood the method statement and risk assessment for the task?		✓		
Is everyone on your team briefed on the method statement for the task?		✓		
Have you carried out your weekly toolbox talk? Please give title of toolbox talk: COSHH		✓		
Do you have COSHH Assessments and Safety Data Sheets in place for all hazardous substances that will be used?		✓		
Have you carried out Manual Handling Assessments and planned for any deliveries / extraordinary activities?		✓		
2. Place of work				
Are you satisfied that your team has a safe place to work?		✓		
Have you checked access equipment has been inspected as required and certification issued? E.g. Podium steps, scaffold towers		✓		
Are other contractors working adjacent to you aware of what you are doing today? Are you aware of what they will be doing?		✓		
Are third parties and members of the public securely protected from falling materials?		✓		
Does your team know the safe access and egress routes to their places of work?		✓		
3. Task specific				
Are all necessary tools and equipment on site to carry out your work in a safe / efficient manner?		✓		
Are you confident there are no health and safety risks in your work task(s)?		✓		
Are you certain that the operatives you are putting to work are competent for their assigned tasks?		✓		
Are the team equipped with the correct PPE to carry out the task?		✓		
4. Variations				
Have the team members changed? (If yes revise)		✓		
Has the task or working environment changed significantly to require a risk assessment and method statement (If yes, work to stop and new method statement to be produced)		✓		



TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: <u>COSHH</u>	Date: <u>2/7/19</u>
Location: <u>MAGGIES</u>	Start Time: <u>7.30</u>
Duration (Minutes) <u>30 mins</u>	End Time: <u>8.00</u>
Presenters name: <u>J Godman</u>	Presenters Signature: <u>[Signature]</u>

	Candidate's Name	Name of Employer	Candidate's Signature
1	H GERASIA	RCL	I confirm that I have understood the Tool Box Talk
2	R RAMA	RCL	I confirm that I have understood the Tool Box Talk
3	Hasmuel Davi	u	I confirm that I have understood the Tool Box Talk
4	Jadva Rabedra	RCL	I confirm that I have understood the Tool Box Talk
5			I confirm that I have understood the Tool Box Talk
6			I confirm that I have understood the Tool Box Talk
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No. Attended <u>4</u>	Duration <u>30</u>	Total Time <u>2 HR</u>	Employer Reference <u>2453745</u>
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RAPHAEL

CONTRACTING LTD

TRAINING AND DEVELOPMENT PLAN SHORT TRAINING SESSION ATTENDANCE SHEET

Title: Hydration & Nutrition (Your health affects the way you work)	Date: 04/07/2019
Location: ST PAULS SCHOOL Phase 2	Start Time: 08:00
Duration (Minutes) 30 mins	End Time: 08:30
Presenters name: Jason. Wray	Presenters Signature:

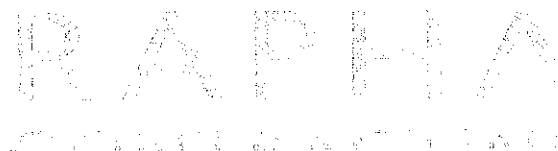
Candidate's Name	Name of Candidate's Employer	Candidate's Signature
J. DABASIA	RAPHAEL CONTRACTING LTD	
M. DANDY	RAPHAEL CONTRACTING LTD	
K. JADVA	RAPHAEL CONTRACTING LTD	
S. HIRANI	RAPHAEL CONTRACTING LTD	
D. HENNESSY	RAPHAEL CONTRACTING LTD	
H. RABADIA	RAPHAEL CONTRACTING LTD	
J. DYSON	RAPHAEL CONTRACTING LTD	
J. MUSTICONE	RAPHAEL CONTRACTING LTD	
A. KRAUJALIS	FORMWISE WASHROOMS	
T. BABIANSKAS	FORMWISE WASHROOMS	

Grant Claim information

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No. Attended	Duration	Total Time	Employer Reference
10	30 mins	5 Hours	2453745

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				NEXT REVIEW DATE:	07/02/2014	



**TRAINING AND DEVELOPMENT PLAN
SHORT TRAINING SESSION ATTENDANCE SHEET**

Title: SITE SIGNAGE (RCL - 12)	Date: 05/07/2019
Location: ST PAULS SCHOOL Phase 2	Start Time: 10:00
Duration (Minutes) 30 mins	End Time: 10:30
Presenters name: Jason. Wray	Presenters Signature:

Candidate's Name	Name of Candidate's Employer	Candidate's Signature
J. DABASIA	RAPHAEL CONTRACTING LTD	
D. CONYERS	RAPHAEL CONTRACTING LTD	
K. JADVA	RAPHAEL CONTRACTING LTD	
S. HIRANI	RAPHAEL CONTRACTING LTD	
D. HENNESSY	RAPHAEL CONTRACTING LTD	
K. KULSINSKAS	RAPHAEL CONTRACTING LTD	
H. RABADIA	RAPHAEL CONTRACTING LTD	
J. DYSON	RAPHAEL CONTRACTING LTD	
J. MUSTICONE	RAPHAEL CONTRACTING LTD	
R. CANACRAI	RAPHAEL CONTRACTING LTD	
M. DANDY	RAPHAEL CONTRACTING LTD	
T. BABIANSKAS	FORMWISE WASHROOMS	
A. KRAUJALIS	FORMWISE WASHROOMS	

Grant Claim information

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No. Attended 13	Duration 30 mins	Total Time 6 1/2 Hours	Employer Reference 2453745
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PERSONAL PROTECTIVE EQUIPMENT ISSUE REGISTER

SITE: St Pauls School Phase 2

OPERATIVE NAME	HARD HAT	SAFETY GLASSES	HI-VIZ VEST	GLOVES	EAR DEFENDERS / PLUGS	DUST MASK FFP3	REASON FOR ISSUE / REISSUE				SIGNATURE	DATE
							New	Lost	Damaged	Wear and Tear		
K. JADVA	✓	✓	✓	✓		✓	✓				Kent to Jeeve	21/05/19
D. CONYERS				✓		✓	✓					22/05/19
H. RABADIA (w/s)			✓	✓		✓	✓				H. Rabadia	28/05/19
J. RABADIA (w/s)		✓	✓			✓	✓				J. Rabadia	28/05/19
J. DYSON				✓						✓		10/06/19
D. HUNWESSY				✓					✓			18/06/19
M. DANDY				✓						✓		04/07/19
K. KULSINSKAS				✓						✓		5/7/19

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